

DEPARTMENT OF HEALTH SERVICES

1744 P STREET
BOX 942732
SACRAMENTO, CA 94234-7320
(916) 322-1584



CMSP Letter: 96-12

Date Issued: August 1, 1996

To: All County Medical Services Program (CMSP) County Welfare Directors

Subject: SAMPLE LISTINGS FOR CMSP AUDIT

BACKGROUND

In CMSP letter 94-1 (March 4, 1994), we informed you of an upcoming audit initiated by the Small County Advisory Committee (SCAC), to the CMSP and the California Department of Health Services (CDHS). The purpose of the audit is to produce results which would substantially reduce the current discount (15 percent) which is routinely applied by the Federal Government to claims submitted for the cost of services rendered to CMSP eligibles who later are found to be retroactively eligible for Medi-Cal.

The County Medical Services Program Governing Board (formerly the SCAC) has agreed to provide a follow up sample to increase the confidence level for the Federal Government. The purpose of this letter is to forward the request to you.

SAMPLE INFORMATION

Enclosed with this letter, you will find two (2) copies of each of the two (2) random sample listings. One copy of each sample listing displays individuals in ascending numerical order, based on their Social Security Numbers, while the second copy displays the same individuals in ascending alphabetical order based on their last names.

Please note that there are two (2) separate sample listings as follows:

1. July 1991 through June 1992
2. July 1992 through June 1993

It is imperative that every effort be made to complete the audit methodology for each individual listed in each sample. For your information, we have attached a sample summary count by county by year.

AUDIT METHODOLOGY

The following protocol must be followed for each individual listed in each sample:

1. Locate and retrieve the case file folder which would contain the documentation which supports the case's conversion from CMSP to Medi-Cal in the "month converted" as shown in the sample listing.
2. Experienced staff should examine the case file folder and locate the documentary evidence which supports the conversion. In most cases, this evidence would be the original Medi-Cal application (MC 210), a Case Budget Computation (MC 176), a completed copy of the Disability Referral Transmittal Form (MC 221), and any award letters from the Social Security Administration.
3. Photocopy all documentary evidence for the individual.
4. **On the "SSN Order" sample listing in the far right portion, indicate the status of the findings. The only acceptable entries are:**
 - A. Eligible (i.e. evidence supported conversion)
 - B. Ineligible (i.e. evidence does not support conversion)
 - C. Not Found (I.E. case was not located)

When all samples are completed, package the documentary evidence with the associated sample listing (SSN Order listing with notations) and forward them by September 9, 1996 to:

California Department of Health Services
Office of County Health Services
1800 Third Street, Suite 100
P. O. Box 942732
Sacramento, CA 94234-7320
ATTN: Al Cooper

Your cooperation in this endeavor is critical to our collective attempt to increase revenues to the CMSP. The results of this audit will not only allow us to claim additional funds for periods as

far back as 1987, but also for all current and future claims. Please contact Mr. Albert Cooper at (916) 322-1615 or Ms. Paulette Quam at (916) 322-1613, if you have any questions regarding this letter or the audit.

Sincerely,

A handwritten signature in cursive script that reads "Jim Martinez".

Jim Martinez, Chief
County Medical Services Program

Enclosure

cc: Ms. Paulette Quam
Mr. Al Cooper
Office of County Health Services
Department of Health Services
1800 3rd Street, Room 100
P.O. Box 942732
Sacramento, CA 942732-7320

COUNTY MEDICAL SERVICES PROGRAM
SUPPLEMENTAL 15% SAMPLE LISTING BY COUNTY BY YEAR
SUMMARY PREPARED 7/31/96

COUNTY	126-524 JULY 91- JUNE 92	426-601 JULY 91- JUNE 92	126-425 JULY 92- JUNE 93	426-601 JULY 92- JUNE 93	TOTAL OF ALL SAMPLES
ALPINE	0	0	0	0	0
AMADOR	0	0	1	0	1
BUTTE	33	21	38	25	117
CALAVERAS	2	1	4	0	7
COLUSA	2	1	2	0	5
DEL NORTE	7	7	4	2	20
EL DORADO	14	7	12	6	39
GLENN	2	2	3	2	9
HUMBOLDT	27	22	24	17	90
IMPERIAL	22	10	17	5	54
INYO	2	0	3	1	6
KINGS	7	5	11	9	32
LAKE	8	4	7	8	27
LASSEN	2	0	1	1	4
MADERA	13	3	14	8	38
MARIN	24	10	14	10	58
MARIPOSA	1	0	1	1	3
MENDOCINO	10	4	22	3	39
MODOC	0	0	1	1	2
MONO	1	0	0	0	1
NAPA	6	4	5	3	18
NEVADA	4	2	4	6	16
PLUMAS	0	1	1	1	3
SAN BENITO	3	0	0	0	3
SHASTA	21	14	26	15	76
SIERRA	0	1	0	0	1
SISKIYOU	3	3	7	7	20
SOLANO	26	14	21	9	70
SONOMA	33	24	29	20	106
SUTTER	6	4	7	7	24
TEHAMA	6	2	3	2	13
TRINITY	3	0	2	1	6
TUOLUMNE	5	1	3	2	11
YUBA	7	9	13	5	34
TOTAL	300	176	300	177	953